



18 April 2021

**FÉDÉRATION NATIONALE  
DES COURSES HIPPIQUES**  
(NATIONAL FEDERATION OF HORSERACING)

## **Operating procedures that racecourses must apply when organising race meetings behind closed doors from 18 April 2021 onwards**

Any company that organises a race meeting (national or local) from 18 April 2021 onwards, must apply the following procedures until further notice.

### Summary

- 1) General guidelines
- 2) Number of officials, employees and service providers, essential for organising a race meeting
- 3) Number of Horseracing professionals
- 4) Management of closed spaces within the racecourse
- 5) Compulsory health measures

### **1) General guidelines**

As part of the current health measures in place, the horse racing industry is readying itself to continue its activity in strict compliance with the health instructions as specified by the government. The following procedures are based on the measures that were successfully implemented on 11 May and which have been rigorously applied by racing professionals.

- **Horseracing will be staged behind closed doors.** It is thus not considered an “event”, but a professional and business activity, whose main stakeholders have the status of farmers.
- **Workforce must be reduced to an absolute minimum:** Access to the racecourse will only be granted to officials from the company that organises a race meeting, employees and essential service providers, as well as racing professionals (see page 3).
- **Stringent health measures must be applied:** Wearing an approved facial mask is compulsory. Work areas must be reconfigured and organised accordingly (stewards’ room, weighing room, infirmary, veterinary office,...).

**Jockeys** (professionals, apprentices, amateur riders) must strictly comply with the health measures imposed by the racing authority: see page 7).

## 2) Number of officials, employees and service providers, essential for organising a race meeting

In order to minimise contact as much as possible, it is imperative to streamline the workforce needed to organise a race meeting whilst continuing to ensure the safety conditions and regulation of horseracing and trotting.

Access to the racecourse is granted only to:

- Officials that are indispensable to the running of the meeting (President, bureau members, stewards, security personnel, Anti-doping supervisor, etc...no partners or children will be admitted).
- Employees of the company that organises the meeting, technicians, starting-gate operators and temporary workers essential for organising a race meeting behind closed doors.
- External service providers: medical teams, on-course veterinarians, farrier, staff collecting samples,....



*For each race meeting, the availability of the entire medical team and on-course veterinary personnel must be confirmed as quickly as possible.*

- Staff in charge of preparing and distributing take-away meals (there will be no seated restaurant – see §5).
- Race commentator, according to the normal setup at the racecourse
- Media access:

Journalists or Photographers who need to work in the press room or from a broadcasting booth must be aware that the number of people admitted is limited to the number of individual booths available and the size of the press room, based on 4m<sup>2</sup> per person (workstations must be arranged in accordance with social distancing rules).

For Journalists and photographers who don't require access to the press room or to a broadcast booth, access is limited to 5 people, except for meetings where access is limited to 10 people.

Overall, each media outlet is limited to two on-site contributors. However, racing authorities have the right, if necessary, to require only one contributor per media outlet in order to comply with the above-mentioned limits.

In addition to these key personnel, consideration should be given for the inclusion of:

- Amongst the company officials, a Covid 19 adviser with specific responsibility for controlling the implementation of this operational plan and acting as a spokesperson

**for the authorities. This role should not be fulfilled by the head of security, but by a different person, since the demands are likely to be numerous.**

- **Staff essential to control access to the racecourse (record keeping - see §5),**
- **Staff to stock up on protective gear during the meeting (hand sanitizers, disinfecting wipes – see §5).**

**All the other usual and non-essential workstations and activities (Betting counters, communication, prize-giving ceremonies, welcoming ceremonies, entertainment for the public,...) have to be suspended.**

It is imperative to remind everyone that the time schedules must be scrupulously respected: each person has to arrive at the racecourse just before they need to execute their responsibilities and leave immediately afterwards.

In sensitive areas (weighing room and changing room, infirmary, veterinary office for sample collection, transport...) specific guidelines are in place, as described in §5.

Officials, employees and contractors must rigorously comply with these aforementioned instructions when preparing a racecourse for a race meeting, as well as during clean-up after the race meeting.

### **3) Number of Horseracing Professionals**

For each runner, the only people admitted to the racecourse are:

- **The owner (the person who is named on the race card, or his/her manager or his/her stable manager) or his/her representative (co-owner, partner, child)**
- **The trainer or his/her representative**
- **One lad/lass**

If a stable has several runners during the meeting, the trainer must restrict his or her staff to the bare minimum.

- **Any other connections of the owner (friends, breeders,...) will not be able to act as the representative of the owner or trainer.**
- **Partners and children of trainers and lads are not admitted to the racecourse, unless the partner of the trainer or one of his/her children aged 16 or over, is leading up the declared runner.**

Apart from these two exceptions, persons who come with a horse must be employed by the yard.

**The training yard must provide the racing organisation with the name, surname and telephone number of the persons (owner, trainer or his/her representative, lad/lass) accompanying the declared runner no later than the day before the race meeting.**

Racing professionals and runners must:

- Arrive at the racecourse as **late as possible before the race the horse is entered in**, while taking into account other factors that may affect the preparation of their horse (heat,...).
- Leave as **soon as possible after the race the horse has run in**, while respecting protocols for the collection of post-race tests.

If a trainer has more than one runner at the meeting, his or her staff cannot remain in the stable area in between races once they have finished looking after their horse. They must station themselves either close to the grandstand, or between the grandstand and the racetrack.

Horses must be led around the paddock **by one person only**, unless the horse is particularly difficult.

During the race, staff who have led horses onto the **track must respect the social distancing rules when they watch the race** either trackside or from the stands.

**A trainer who hasn't got a runner at a meeting but who would like to claim a horse out of a claiming race will be granted access to the racecourse for the time of said race only and on the condition that he has declared his intentions to claim a horse at the latest on the day before the race meeting.**

#### **4) Management of closed areas on the racecourse**

Only areas essential to the running of races will remain open:

- Weighing room area (declaration of runners, scales, stewards' room, video control room....)
- Jockey's changing room and through spaces (see §5.)
- Infirmary, trackside and anti-doping veterinary offices
- A designated area for the collection of take-away meals and a heated and sheltered area where it is possible to keep social distances while enjoying a sit-down meal (brasserie, hall,...)
- Sufficient washrooms for those on site

All other enclosed areas must remain shut: owners' bar, restaurants, public hall, betting counters, press room, rest area for stable staff.....

Each race organiser must decide if it is feasible to open the **press room** to the working media, which will depend on the size of the press room and if it is possible to maintain the social distance rules between workstations.

## 5) Compulsory health measures

### 5.1) Access control

Access to the racecourse is strictly limited to facilitate these activities

- One access point for parking horseboxes and for racing professionals
- One access point close to the weighing room for all other personnel: officials, jockeys, employees, etc...

Access control must take place in 2 stages:

1. **Wearing a mask:** Any person on the racecourse must wear an approved mask type UNS1 that covers nose and mouth (decree n°2021-76 of January 27, 2021)

**A person refusing to wear a mask type UNS1 must be denied access to the racecourse.**

2. **Registration** of a person wishing to attend a race meeting.

At each race meeting, the following information must be provided (model included in annex)

- Surname and first name
- Profession
- Mobile telephone number
- If seated at a workstation, location of the workstation
- Arrival time and departure time

Each person arriving at the racecourse must enter and exit via the same gate. This requirement will be clearly signposted at the gate.

The logbooks by each of the two entrance gates must be collected and archived at the end of the race meeting. They must be presented to the authorities for control purposes.

Each entrance gate must be manned by at least 2 people in order to avoid queues forming.

### 5.2) Outlining of barrier gestures and provision of hand sanitizers and disinfectant wipes

Once inside the racecourse, and in all the closed spaces which remain accessible, posters must remind attendees of the requisite barriers and social distancing regulations.

PA announcements will be made at regular intervals during the meeting.

Hand sanitizers must be installed at entry points to the racecourse and in all the closed spaces which remain accessible.

For workstations with contact areas (tables, desks), hand sanitizer and disinfectant wipes must be provided.

Disinfectant wipes must be available in the washrooms.

This equipment must be in place before the arrival of the attendees. If necessary, they must be replenished during the meeting.

### 5.3) Sensitive areas

Where it is possible and depending on the weather, all areas must be **ventilated** and where possible, doors must remain **open**.

- **Racing office**

One person in the racing office

Floor markings to keep people at a safe distance (1,5m) when they are declaring runners. If the layout of the racing office permits it, a plexiglass screen could be installed on the desk.

Where possible, if the weighing room area has several doors, one door should be dedicated to entering the building and another to exit the building, in order to limit people crossing paths. Arrows at eye-level must indicate the way to enter and exit.

In claiming races, in order to prevent the claim form slip from being handled by too many people, an alternative procedure devised by the parent companies has been put in place.

- **Jockeys' changing room**

Access to the jockey's changing room is strictly limited to jockeys who are riding at the meeting, valets and changing room operators.

The changing rooms operate as normal with access to showers. However, showers and changing areas must be cleaned after each usage. Jockey valets or the people in charge of cleaning the changing room, or any other person entrusted with this mission, must provide jockeys with virucidal spray bottles.

There will be no soap dispensers in the showers, each jockey has to bring his/her own shower products.

The changing area and showers must be thoroughly cleaned between two race meetings.

Depending on the layout and size, a changing room can be extended to adjoining rooms, in order to facilitate social distancing rules (a scale should hence be installed in those premises)

Also, alternative spaces like restaurants, which are not open for business in this context, but which have access to washrooms, can be used as changing rooms.

**Access to the sauna is forbidden.**

Jockey valets can continue to work as they help to facilitate social distancing. They must wear facial masks and gloves.

**On arrival at the racecourse, authorised riders will gain access to the racecourse upon the presentation of the Covid19 questionnaire and a negative RT-PCR test or antigenic test that is less than 10 days old, in accordance with the health provisions defined by the racing authority.**

**A jockey who has been fully vaccinated (two injections) can obtain a certificate from the parent company exempting him/her from providing a negative test (the Covid19 questionnaire, however, will still be required).**

**Negative self-swab tests are not accepted instead of a negative RT-PCR test or antigenic test that is less than ten days old.**

As soon as the jockey has ridden in his/her last race, he/she must leave the changing room as quickly as possible and must not return.

Jockeys must wear facial masks in the changing room.

At no time, jockeys are allowed to congregate in the weighing room, including after the last race.

- **Race riding**

In accordance with the health provisions, which state wearing a mask is compulsory except when engaging in sporting activities, and in application of the recommendations by the Racing Authority's medical advisers, wearing the mask, which is compulsory at every moment on the racecourse, is only recommended once jockeys and their mounts enter the track and until they exit the track.

- **Infirmary**

Infirmaries are generally located in small spaces: access to the infirmary will only be granted and sanctioned by the doctor in case of an emergency.

Any non-urgent issues will be treated outside the infirmary. A canopy or screen, as well as floor markings indicating a private area, could be put in place.

Any person developing symptoms during a race meeting must contact the on-course doctor immediately.

- **Accommodation for lads/lasses**

Racecourses that provide accommodation for lads/lasses can continue to use them, providing it is staffed by a dedicated person who will register and receive the personnel and subject to the following provisions:

- Individual rooms with showers and private toilets can be used as normal,
- Dormitories with collective showers and toilets can be used by respecting the 1m distance between beds (bunkbeds are permitted) and by providing the person in the room with virucidal spray bottles to clean the showers and toilets.

In any case,

- Rooms and sanitary installations must be thoroughly cleaned between race meetings and cleaned daily if they are occupied for longer periods, like it is the case during festivals
- Windows must be opened as often as possible to allow air flow in the premises
- The use of fans or misters in dormitories must be prohibited if the air flow is directed towards people. The use of air conditioners is possible without recycling air and without directing the air flow towards people
- Bed linen must be washed at a minimum of 60 degrees.

- **Veterinary testing office**

Providing the veterinary testing office permits it, access will be strictly limited to a maximum of three people: the veterinary who takes the sample, his or her assistant and the person who looks after the horse.

If the office is too small, the processing and documentation of samples will be made in a designated areas outside the racecourse office that is protected by an awning or canopy to allow the person in charge of the horse to follow the procedures.

In these exceptional circumstances:

- Stewards will only order one horse from each race to be tested in order to avoid excessive traffic and waiting times around the testing area, with the exception of Quintés and Group races (when 2 horses will be tested, including the winner).
- To avoid overcrowding, urine samples will become the preferred option. Blood samples will only be taken in certain circumstances (horse with a good temperament), and when the veterinarian and the horse's groom can stand on either side of the horse's neck.

- **The patrol car for stewards and judges**

To avoid overcrowding in the attendant patrol car containing stewards and judges in trotting races, one out of every two seats will be occupied. The other officials will monitor the races from their



television screens in the stewards' room or in the judge's tower. A communication system dedicated to this purpose will be put in place.

- **Cars for starting team**

The preferred option is for the starting team to walk to the start. Social distancing regulations must be maintained.

If it is absolutely necessary to use a dedicated car for personnel in charge of the start, in order to avoid overcrowding, one seat must be left free between individuals. If necessary, several cars can be used.

#### **5.4) Meals**

Meals must be strictly limited to packed lunches/ meal trays/ sandwich and drinks. Where possible, payment should be made with credit cards.

**The gathering of people at fixed restaurant installations is strictly prohibited. Heated areas (brasserie, betting halls,...) must be organised in such a way that staff can eat without grouping together: individual tables must be positioned with social distancing rules in mind.**

#### **5.5) Cleaning and disinfection of premises before and after race meetings**

A thorough clean and disinfection with virucidal products is necessary before racing professionals enter the racecourse, after the race meeting and also during the race meeting when social distance rules allow it.

This applies in particular to doorknobs, window handles, escalator rails and handrails, elevator buttons.

Each cleaning operation and disinfection must be recorded in a document that can be presented for control purposes.